

## Minutes of COA Board Meeting – January 14, 2015

Board Members present: Pat Gold, Carol Airasian, V.V. Martin, Linda Moffitt and Burt Greenberg.

Members Excused Absence: Alice Wadden, Mike Donham and Dorothy Brown.

Staff Members present: Caryl Fox and Debbie Dunn and Marina Kirsanova.

The meeting was called to order at 5:30 pm.

1. The Board reviewed the [minutes](#) of the last meeting. V.V. Martin made a motion to approve and Carol Airasian seconded. Passed.

2. [Financial](#) Statements:

Caryl Fox highlighted areas from the statements. The line item balances are all in good standing for this point in the fiscal year. The Food Pantry received generous donations in the month of December. This will help pay for food costs when people are less likely to give in the summer.

3. Introduction of COA Caseworker:

Marina Kirsanova was introduced to the Board Members. She has been working for the COA since the end of October. Caryl Fox spoke about Marina's high level of skills and professionalism in working with the varied and sometimes difficult situations of her clients. Marina Kirsanova discussed the numbers and the types of assistance that she has provided to seniors and their families in November and December.

Marina Kirsanova had worked at Springwell as a case manager prior to joining the COA. Board members talked about the many challenges facing that organization and offered their opinions about how well they are currently being met.

4. Principal Account Clerk Update:

Rae Grassia began her position with the COA on January 5<sup>th</sup>. She brings considerable office experience and great people skills. Debbie Dunn is training her on the computer program that the Town uses for accounts payable and accounts receivable as well as the specifics of the COA's finances. We are all very pleased to have Rae working with us and to be at full staffing levels.

5. SHINE Program Update:

There has been an increase in the number of people using the SHINE Program during the past year. Our appointment slots are almost always full. Some of the increase has been of people that are newly Medicare eligible. Jean Mitchell has an excellent knowledge of health insurance plans and is very good at solving problems.

6. Program [Statistics](#) for 2014:

Many programs had increased attendance over the previous year including art, exercise, bridge, watch our weight, line dancing, cribbage, book club and knitting. Several events were down because fewer sessions were held due to staffing issues. These included trips and parties. Legal assistance was only held for a few months. Springwell had contracted for a new vendor for 2015. Fewer Wednesday lectures were held because of the special workshops and classes that we are running of 6-8 weeks in duration. These evidence based classes have been very popular.

7. Homelessness:

The forum on area homelessness will be held on April 26<sup>th</sup> from 1:00-4:00 PM at St. Joseph's Church. It includes the towns of Watertown, Waltham and Belmont.

8. The meeting was adjourned at 6:25 PM.

Submitted by Caryl Leslie Fox